

The City Manager's
Monthly Report provides
an update of staff action
related to projects,
programs and services.



Upcoming Meetings & Events January 2016

06 10am-2pm	FLOWMobile
07 6pm	Ordinance Review Committee
08 3:30pm	Economic Development Advisory Board
11 5:30pm	Commission Workshop
12 6pm	District 1 Town Hall Meeting
18	Administrative Offices closed for MLK holiday
19 3pm	Firefighters' Pension
5:30pm	Agenda Review
6:30pm	Commission Meeting
20 7pm	Planning & Zoning
21 9am	DRC Meeting
6pm	Citizen Accessibility Advisory
25 5:30pm	City Commission Workshop
26 5:30pm	Senior Advisory Sub-Committee
6pm	Affordable Housing Advisory Committee
27 5:30pm	Special Magistrate



City Manager's Monthly Report

City Manager's Office

- The 2015 Deltona Christmas Parade was successful! Over 60 entries traveled the distance on Deltona Boulevard representing holiday spirit and civic pride to our residents.
- On Dec. 11, the Florida Planning & Zoning Association's Surfcoast Chapter which serves Volusia and Flagler counties recognized the City of Deltona's "Proud to Grow With It" beautification campaign by giving the City a Sustainability Award at their annual gala. The award recognized Deltona's "multi-faceted initiative to beautify and enhance" our growing City by "developing and implementing a local pride and beautification plan with sustainability as a primary component."
- The strategic plan draft was created summarizing the results of the Community Visioning and Strategic Planning Workshops that took place in October and November. The plan will be presented to the City Commission at the Jan. 11 workshop.
- During the month of November, staff collected 12 customer service survey forms. All were marked excellent and there were no negative comments or recommendations.



Office of Economic Development

- Staff continued to work on collaborations with the goal of creating a trained and skilled workforce in Deltona. Staff attended the Volusia School District's inaugural Career Connection Gold Academy West-Side Tour for Health Services Academy (Deltona High School) and Engineering Academy (DeLand High School). Staff also attended a meeting of Team Volusia's Economic Development Committee's Practitioners Council at Pine Ridge High School, including a tour of the new STEM Advanced Manufacturing Laboratory.
- Staff attended the December Team Volusia Board Meeting where a "Community Update of Deltona" presented, recent, current and projected meaningful happenings within the City of Deltona.
- Staff attended December City Commission Meeting where Halifax Health formally announced the medical group's plans for both Halifax Crossing and Bella Vista which will begin in 2016.
- Staff along with the City Manager attended several meetings with the Team Volusia Economic Development Committee for discussions on recruitment needs and goals for the City of Deltona and the best means to reach those goals.

Office of Public Information

- Staff worked to promote and market the following in December: the beautification program, FLOWMobile, the Christmas Parade, Commissioner Honaker's Town Hall Meeting, Santa's North Pole, high school athletic events, Light Up City Hall, soccer sign ups and the Eastern Water Reclamation Facility grand opening.

Building & Enforcement Services

- Construction Services issued seven permits for new homes in December.

Fire Department

- This month (December), staff conducted seven contingency transports.
- In 2015, staff conducted a total of 61 contingency transports and collected a total of \$11,571.88 in revenue.
- Since March, firefighters have installed 92 smoke detectors in the homes of our residents and have visited 65 homes for assistance with smoke detectors.
- Congratulations to the Deltona Fire Explorers. Their Christmas Parade float placed first place in the DeBary Christmas Parade.

Structure Fires	6
Vehicle Fires	0
Wild Land, Grass, Trash	3
Miscellaneous Fire Calls	57
ALS Medicals / MVA	240
BLS Medicals / MVA	355
Hazardous Conditions	18
Service Calls	42
Good Intent	83
False Calls	4

Human Resources

- Staff introduced two new administrative policies: the Pilot Informal Performance Management policy and a Disciplinary Matrix.
- Employee Job Analysis Questionnaires for the compensation survey and Management Advisory Group Inc. is processing the information.
- Staff is coordinating Active Shooter training for employees.
- Staff also coordinated mini-open enrollment sessions for the new plan year for Flexible Spending Accounts and Dependent Day Care elections and processed those changes.
- The City welcomed two new employees this month: Rhonda Ennis, Logistics Clerk, Fire Department; Donald Crise, Senior Engineering Inspector, Public Works, and Glenn Whitcomb (who is a rehire), Waste Water Operator III, Deltona Water.

Total Calls for Service 808

Law Enforcement

- In December, VCSO District 4 Investigations dismantled a massive retail theft operation resulting in 23 arrests. The groups were responsible for more than \$2 million in thefts occurring in 2015.
- On Dec. 17, the Subway restaurant located at 915 Doyle Road was robbed by Michael Hilber. Through the course of the investigation, it was determined that Derek Kelley and Hilber had robbed numerous locations throughout the southeastern United States. Hilber was subsequently killed by law enforcement in Hernando County after committing an armed robbery. His accomplice and getaway driver was identified as Kelley. On Dec. 29, Investigator Campbell obtained an arrest warrant for Kelley for principal armed robbery. He confessed to the robbery.
- VCSO cruisers now feature the "City of Deltona" insignia helping our residents recognize the VCSO as our "police department." The signage was created by the sign shop at Public Works. All 48 cruisers serving Deltona are branded.



Planning & Development Services

- A grant writer consultant was selected from three submittals. Theresa Brooks of Brooks & Dun Grant Consulting will be working on locating grants for transportation, utilities, parks, trails and more beginning in 2016.

- A completed rezoning for two adjacent parcels located on the north side of Howland Boulevard across from Top Shelf Car Wash, from "Professional Business" (PB) to "Retail Commercial" (C-1) will increase the potential for commercial activity within the area.
- Construction of the Halifax Crossings entry road is underway. The original Graves Avenue extension created by Volusia County will be realigned for this new road which will ultimately provide access to the proposed Halifax Health facility and the remaining proposed parcels.
- The new Senior Community Center process is underway, with the selection of the C.T. Hsu architectural firm, letter sent to the Council on Aging requesting the first draw of the Jablonski funds and receipt of a scope of services to perform geotechnical and preliminary site work.
- Planning & Development Staff reviewed appraisals and provided an assessment for the Casey Property on Howland Boulevard. The applicant also submitted a petition to vacate a portion of public right-of-way to create a larger assembled tract. The proposed vacated right-of-way only serves their site.
- The Saxon Boulevard commercial sewer design effort is complete for future funding for construction of Phase I to install sanitary sewer near the City's Saxon Boulevard gateway.
- Staff met with site selectors for potential development of the tract unofficially known as the "ICI Property." The applicant is considering a rezoning to Residential Planned Unit Development to create smaller lots serviced on sanitary sewer, rather than utilize the current R-1AA (single family) zoning designation.
- The applicant for a RaceTrac to be located at Welcome Center Drive has submitted a revised BPUD (Business Planned Unit Development) Development Agreement, Master Development Plan, and final plat. The revised plans focus access onto Deltona Blvd.
- The applicant for Gold Choice Master Planned Unit Development (MPUD) has revised building plans and the final site plan to develop a smaller product. The revised plans will go to the Development Review Committee for review and approval.
- The Southwest Deltona Community Redevelopment Area (CRA) request for delegation of authority package was submitted to Volusia County and is under review. The City will anticipate a request for additional information (RAI) upon receipt.
- FEMA has hired a consultant to revisit base flood elevations (BFE's) for Volusia County. While FEMA maps will not be changing, the support data for FEMA maps will be revisited. Specifically, some flood basins that do not have a BFE will be reviewed, which ultimately may help homeowners with their hazard insurance.
- Staff is working with Parks & Recreation and Public Works Departments on a new parks and utilities master plan and with the Economic Development Office on a real estate master plan of tracts within the City.
- Three projects are currently in the hands of the Ordinance Review Committee: an ordinance related to fences, walls and hedges; language for an ordinance related to residential, off-street-parking requirements and an ordinance related to itinerant merchants.
- The Affordable Housing Committee has received the City's Local Housing Assistance Plan (LHAP) and upon completion will review the City's housing element.
- Planning & Development staff has completed Phase III of the Land Development Code including the proposed changes made during the public participation portion of a meeting about the code. All issues that could legally be addressed were addressed.

Parks & Recreation

- Light Up City Hall took place Dec. 8 showcasing the hard work of many employees from several departments under the leadership of Parks & Recreation. Staff from the Fire Department, Enforcement Services, Parks & Recreation as well as volunteers installed over 1,000 strands of blue and white lights and a giant sleigh and reindeer. This was after staff worked to remove and trim most of the overgrown plantings around the building. Staff also coordinated upgrades to the irrigation and electrical capabilities around the building. Parks staff built the "20th" carving for the lawn and with help from the Fire Department built and installed the sleigh and reindeer. Everything went off perfectly at the time of the Mayor's countdown. Many residents came to see the display and to enjoy a cup of hot chocolate.



Public Works & Utilities

- Congratulations to the Public Works Division for taking first place in the "Government Group" for parade entries. They won for their great float, "Toyland." Deltona Water's Santa's Workshop was the second place float in the category.

